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MEMORANDUM TO ALL CIA PERSONNEL

SUBJECT: The Central Intelligence Service

I have long considered it essential that CIA as part of its vital responsibility for developing a strong US intelligence system should have a career service for its intelligence personnel. A professional career service, paralleling in some respects the Foreign Service and the officer corps of the military services, is indispensable to meet the future intelligence requirements of the nation.

Accordingly, I have authorized and directed the inauguration of a long range program to provide an efficient career service system within which all qualified may serve the Agency in fuller measure.

A basic objective of the program is to conduct normal affairs of personnel, training and management with the greatest skill and efficiency of which CIA is capable. This personnel program will be applicable to all members of CIA irrespective of grade, assignment, or length of service.

The other basic objective of the program is to discover and use in full measure the talents and potentialities of proven personnel. This development program is designed to ensure to the Agency the best use of available manpower. From this effort will be identified our future executives and administrators.

As career service programs are developed benefits will accrue to the individual participants commensurate with the benefits which will accrue to the Agency. The cooperation of all will be required if maximum mutual benefit is to be derived.

The Agency program will be the responsibility of the CIA Career Service Board while programs of individual offices will be the responsibility of the various office Career Service Boards, the establishment of which I have directed this date. You will be advised by your Board of any action required on your part.

I am confident that the effort of these Boards will prove of direct and long range benefit to all CIA personnel who desire to make intelligence service their permanent career.

WALTER B. SMITH
Director

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